



**MARICOPA COUNTY ENVIRONMENTAL SERVICES DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
MOBILE FOOD PROGRAMS**

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CONSTRUCTION, EQUIPMENT AND OPERATION GUIDELINES FOR

PUSHCARTS



I. GENERAL INFORMATION

1. "PUSHCART" means and refers to a non-self propelled vehicle designed to be readily movable which is limited to the serving of non-potentially hazardous foods or commissary wrapped foods maintained at proper temperatures and using approved equipment, or limited to the assembling and serving of frankfurters from a steam table. Unpackaged non-potentially hazardous food items approved for sale from a pushcart shall be limited to popcorn, nuts, produce, pretzels and similar bakery products, coffee, roasted nuts, lemonade, shaved ice and snow cones.
2. This Construction, Equipment and Operation Guideline is available to any person intended to construct, remodel or obtain a new permit or convert a trailer into a pushcart in Maricopa County. It is intended as a general overview of the Department requirements and should not be considered all-inclusive. Please contact our office at the above phone numbers for further information.
3. Plans shall be submitted to the Mobile Food Programs at the above address for reviewing. Applicant must submit one copy of plans plus a plan review fee of \$65 for each pushcart. Plans must be drawn to scale (e.g. 1/4" = 1 ft.) on 8½ X 11 inches or larger white paper with dark ink only, blue prints, or other standard floor plans. The plans must show top schematic view of equipment layout and model numbers, and side view of electrical and plumbing installations. Generally, the plan review process takes up to 14 days to complete. If you are planning to open and operate within five-working days of submittal, you must submit expedited plans plus a fee of \$130. In addition, the applicant should submit an application for a permit at least 30 calendar days before the date planned for opening and operating.
4. After your plans have been reviewed, you will receive Notification of Plan Review Approval letter from this Department. Upon receipt of the notification of approval, you may proceed with construction, remodeling, or conversion. Upon completion, or when the pushcart is in compliance, you may bring it to the above address for an initial construction inspection. The pushcart must be clean and all equipment including steam tables and water heaters are operating at the time of inspection.

5. Initial construction inspections are conducted on Monday through Friday from 8:00am to 12:00am and from 1:00pm to 4:00pm. After all construction and equipment requirements are met, a permit and decal will be issued. At that time, you will be required to pay the permit fee of \$105 for one-year. It is necessary to check with other regulatory or municipal authorities before operating.

II. PLANS AND SPECIFICATIONS

The plans and specifications for a pushcart shall include the following information to demonstrate conformance with the Maricopa County Health Codes:

1. Proposed layout, mechanical schematics, construction materials, and finish schedules.
2. Proposed equipment types, manufacturers, model numbers, dimensions, locations, performance capacities, and installation specifications.
3. Evidence that standard procedures to ensure compliance with the requirement of this Code are developed or are being developed.
4. Other information that may be required by the Department for the proper review of the proposed construction, conversion or modification, and procedures for operating a pushcart.

III. COMPLIANCE AND REQUIREMENTS

Each pushcart shall be in full compliance with the following items before final approval:

1. Each applicant shall submit a proposed menu and listing of all of the food and beverage items to be offered from the pushcart.
2. Provide a signed agreement with an approved commissary at time of plans' submittal. The pushcart shall report at least daily to such location for all supplies, cleaning and service operations. The Department will periodically review the daily log of reporting to the approved commissary. Applicable forms and necessary documents are available at the Mobile Food Programs office.
3. Provide an agreement to use a toilet facility that meet all Health Codes and are readily accessible whenever the pushcart is operating at the same site for more than a one-hour period. Toilets must be located within 200 feet of the site. Applicable forms are available at the Mobile Food Programs office.
4. Each pushcart shall be fabricated to exclude vermin, dust, dirt, splash, and spillage encountered under normal use, and shall be easily cleaned, maintained, and serviced. Design and construction shall minimize the potential of cross-contamination.
5. Equipment must be constructed of approved material, adequate in size, easily cleanable, and in good repair. Equipment design, construction, and installation must meet National Sanitation Foundation (NSF) standards or equivalent.
6. Surface materials in the food zone shall be smooth, corrosion resistant, non-toxic, stable, and nonabsorbent under normal use conditions. All material shall not impart an odor, color, taste or contribute to the adulteration of food.

7. Hot food storage equipment and steam table shall be capable of maintaining food temperature at 140 ° F (60 ° C) or above at all times.
8. The business name and establishment number shall be plainly indicated on each side of the exterior of the pushcart. Letters must be made of contrasting colors and at least three inches high with a minimum of 3/8 inch wide.
9. Food contact surfaces in the food preparation areas shall be constructed of smooth, waterproof and easily cleanable materials.
10. Provide a permanently installed hand wash sink in the food preparation area. Minimum hand wash sink size is 9" x 9" x 5" deep with hot and cold water supplied through a mixing faucet.
11. Provide a permanently installed potable water tank. The tank shall be large enough to supply an adequate amount of water whenever the pushcart is in operation. A minimum of five (5) gallons storage capacity in the potable water system is required. **For pushcarts serving espresso: the potable water tank, which is supplying both espresso machine and hand wash sink, must be at least ten (10) gallons.**
12. Provide a permanently installed wastewater storage tank with at least 7½ gallons capacity. The capacity of this tank must always be at least 15% larger than the potable water system tank. **For pushcarts serving espresso: the wastewater tank, which is used for both espresso machine and hand wash sink, must be at least twelve (12) gallons.**
13. The water heater shall be of adequate capacity and recovery rate to furnish a continuous supply of hot water whenever the pushcart is in operation. An instant water heater meeting all requirements may be approved.
14. Install at least 12" high waterproof splashguard between the handwash sink and the food preparation area.
15. Provide a metal stem type dial thermometer with scale reading 0-220 °F in 2-degree increments.
16. Provide a National Foundation Sanitation (NSF) or FDA approved water hose designated for drinking water use only. This hose is to be used only to fill the fresh water tank. Store the hose on the pushcart with ends fastened together.
17. Provide adequate lighting. Minimum lighting requirements are 20-foot candles for food preparation and food storage areas. All lighting fixtures must be shielded.
18. All connections to the waste disposal facilities shall be of different size or type than those used for supplying potable water to the pushcart. The waste connection shall be located lower than the potable water inlet connection to preclude contamination of the potable water system.
19. The wastewater tank shall contain at least one drain fitting with a minimum 1/2 inch (12.7mm) per foot outlet located at the lowest point in the tank to allow for drainage

20. The bottom of the wastewater tank shall have a slope of at least ½-inch per foot (12.7mm) to the drain.
21. Tanks shall have at least one fill connection located on the top or higher point
22. For an enclosed trailer, provide approved self-closures on all entry/exit doors to food preparation areas.

IV. ADDITIONAL REQUIREMENTS

1. Copies of past inspection reports, commissary agreement, toilet use agreement, Food Service Manager and Food Service Worker cards shall be kept on pushcart at all times and available for the Environmental Health Specialist for examination.
2. Vending route sheet of daily operations shall be available for the Environmental Health Specialist for examination. The route sheet shall include site location and address, time in and time out of each stop, and any other relevant information.
3. Provide Food Service Worker cards for all workers within (30) days and at least one Certified Food Service Manager card within (90) days of permit issuance.
4. Any connection to sewer or potable water is not permitted. When both water and sewer are available, only quick-disconnect design to both sewer and potable water may be approved.
5. The walking, parking and driving surfaces of all exterior areas shall be surfaced with concrete or asphalt to minimize the dust.
6. The pushcart shall be self-contained and readily moveable at all times.
7. Each pushcart shall be operated in full compliance with all applicable environmental regulations duly adopted and all other Local, County, and State Rules, Ordinances and Regulations pertaining thereto. Owners are responsible for knowing all the contents of the applicable regulations as pertain to said business.
8. No permit or decal is transferable from person-to-person, vehicle-to-vehicle, place-to-place, or form the type of operation specified in the application to another.

V. FOOD PROTECTION AND OPERATION GUIDELINES:

1. Milk may only be served as an ingredient to the coffee product. Milk must be provided from a commercially filled container of not more that ½ gallon capacity. No other open dairy products may be prepared or served from cart.
2. Ice storage units must be self-draining to prevent submerged food storage in melted ice.
3. No potentially hazardous food preparation and processing is permitted on any pushcart.
4. All foods and drinks shall be protected from dust, insects, vermin, depredation and pollution by rodents, improper handling, droplet infection, overhead leakage, and other contamination.

5. An approved commissary must be maintained for the storage of food, cleaning of equipment and utensils and emptying of holding tanks. The operator must report with the pushcart or vehicle to the commissary at least daily. See separate commissary handout.
6. All food must come from an approved source. Any type of food preparation at home is prohibited.
7. Potentially hazardous foods must be maintained at proper temperatures at all times. Hot foods at 140 °F or above and cold foods at 45 °F or below.
8. Adequate and approved mechanical refrigeration and hot holding units powered by electricity or propane is required.
9. Proper utensils must be provided to minimize manual contact with food. The use of tongs or disposable plastic gloves to handle food is recommended. During operation, utensils shall be stored in the food product with the handles up.
10. Pushcarts shall provide only single-service articles for use by the consumer.
11. A supply of hand soap and paper towels must be available on the pushcart at all times. The hand wash sink must be available and accessible for use only by food workers.
12. The use of glassware in pushcarts is prohibited.
13. Wiping cloths must be stored in a clean solution containing 100 parts per million (PPM) of available chlorine as a hypochlorite and at a temperature of at least 75 °F. Other approved sanitizing compounds at appropriate concentrations may be used. (Mix one ounce of bleach to one gallon of clean water to produce a sanitizing solution of 100 PPM concentration).
14. Provide testing strips kit to check the concentration of the sanitizing solution.
15. Ice used in food contact surfaces shall meet the requirements for the wholesomeness of food.
16. When the pushcart is in transit, all closures shall be in place and all foods are appropriately protected against contamination or spoilage.
17. Salt, sugar, catsup, mustard, and similar condiments shall be served in individually wrapped, single-service containers, or from an approved dispensers.
18. Adequate and durable waste containers of easily cleanable construction, with self-closing covers shall be furnished for the used of customers and the operator.
19. Storage of packaged foods in contact with water or undrained ice is prohibited.
20. The regulatory authority may impose additional requirements to protect against health hazard related to the conduct of the pushcart and may prohibit the sale of some or all potentially hazardous foods until no health hazard will result.

VI. PERSONAL HEALTH AND CLEANLINESS:

1. No person shall work in any pushcarts if he/she:
 - A.Has symptoms caused by illness, infection, or associated with an acute gastrointestinal illness such as: diarrhea, fever, vomiting, jaundice, cold, flu, sore throat, runny nose, cuts, burns, and wounds.
 - B.Has been diagnosed with an illness due to *Salmonella Typhi*, *Shigella spp.*, *Escherichia Coli* O157:H7, Hepatitis A virus.
2. Food service workers shall use hair restraints, which prevent any possibility of hair entering into food or contaminating food contact surfaces.
3. Food service workers shall keep their fingernails trimmed, filed, and maintained so the edges and surfaces are cleanable and not rough.
4. Unless wearing intact gloves in good repair, food service workers may not wear fingernail polish or artificial fingernails when working with exposed food.
5. Food service workers shall wash their hands and the exposed portions of their arms thoroughly with soap and warm water before starting work, during work as often as is necessary to keep them clean, and after smoking, eating, drinking or using the toilet.
6. Food service workers, while engaged in preparing or handling food shall not use tobacco in any form.
7. Food service workers shall wear clean outer garments, maintain a high degree of personal cleanliness, and conform to approved hygienic practices while engaging in handling, processing, preparing or serving food.
8. Only persons necessary in the preparation and serving of food, management or maintenance of the pushcart shall be allowed.
9. While preparing food, food employees may not wear jewelry on their arms and hands. This section does not apply to a plain ring such as a wedding band.

VII. RESPONSIBILITIES OF THE PERMIT HOLDER

Upon acceptance of the permit issued by the Department, the permit holder in order to retain the permit shall:

1. Post the permit in a location on the pushcart that is conspicuous to consumers.
2. Comply with provisions of this Code including any other stipulations or conditions.
3. Immediately discontinue operations and notify the Department if an imminent health hazard may exist.
4. Allow representatives of the Department access to the pushcart.
5. Replace existing equipment with equipment that comply with this Code if:

- A. The Department directs the replacement because the equipment constitute a public health hazard or nuisance or no longer comply with the criteria upon which the equipment were accepted,
 - B. The Department directs the replacement of equipment because of a change of ownership, or
 - C. The equipment is replaced in the normal course of operations.
- 6. Comply with directives of the Department including time frames of corrective actions specified in inspection reports, notices, orders, warnings, and other directives issued by the Department in regard to the permit holder's pushcart or in response to community emergencies.
 - 7. Accept notices issued and served by the Department according to law.
 - 8. Be subject to the administrative, civil, injunctive, and criminal remedies authorized in law for failure to comply with this Code or a directive of the Department, including time frames for corrective actions specified in inspection reports, notices, orders, warnings, and other directives.

VIII. MANAGEMENT AND PERSON IN CHARGE KNOWLEDGE

During inspections and upon request the person in charge shall demonstrate to the Department knowledge of foodborne disease prevention and the requirements of this Code. The person in charge shall demonstrate this knowledge by compliance by being Certified Food Service Manager who has shown proficiency of required information through passing a test that is part of an accredited programs, or by responding correctly to the Inspector's questions as they relate to the specific food operations. These areas of knowledge include:

- 1. Describing the relationship between the prevention of foodborne diseases and the personal hygiene of a food service worker.
- 2. Explaining the responsibility of the person in charge for preventing the transmission of foodborne disease by a food service worker who has a disease or medical condition that may cause foodborne illness.
- 3. Explaining the significance of the relationship between maintaining the time and temperature of potentially hazardous food and the prevention of foodborne illness.
- 4. Explaining the hazards involved in the consumption of raw or undercooked meat, poultry, eggs, and fish.
- 5. Stating the required temperatures and times for the safe refrigerated storage, hot holding, cooling, and reheating of potentially hazardous food
- 6. Describing the relationship between the prevention of foodborne illness and the management and control of the following:
 - (1) Cross contamination,
 - (2) Hand contact with ready-to-eat foods,

- (3) Handwashing, and
 - (4) maintaining food temperatures
7. Explaining the relationship between food safety and providing equipment that is sufficient in number and capacity. Equipment shall be properly designed, constructed, located, installed, operated, maintained and cleaned.
 8. Explaining correct procedures for cleaning and sanitizing utensils and food-contact surfaces of equipment.
 9. Identifying the source of water used and measures taken to ensure that it remains protected from contamination such as providing protection from backflow and precluding the creation of cross connections.
 10. Identifying poisonous or toxic materials on the pushcart and the procedures necessary to ensure that they are safely stored, dispensed, used, and disposed of according to law.
 11. Identifying critical control points in the operation from purchasing through sale or service that when not controlled may contribute to the transmission of foodborne illness and explaining the steps taken to ensure that the points are controlled in accordance with Codes.

IX. PUBLIC HEALTH AND CONSUMER EXPECTATIONS

It is a shared responsibility of the food industry and the Department to ensure that food provided to the consumer is safe and does not become a vehicle in a disease outbreak or in the transmission of communicable disease. This shared responsibility extends to ensuring that consumer expectations are met and that food is unadulterated, prepared in a clean environment, and honestly presented.

Accordingly, this handout should provide you with adequate information and system of preventing and overlapping safeguards designed to minimize foodborne illness, ensure employee health industry manager knowledge, safe food, nontoxic and cleanable equipment, and acceptable levels of sanitation in pushcart; and promote fair dealing with the consumer.

This handout provides and addresses controls for risk factors identified by the Center for Disease Control and Prevention as contributors to foodborne outbreaks that have been investigated and confirmed. Those factors are unsafe sources; inadequate cooking; improper holding; contaminated equipment; and poor personal hygiene. It further establishes 5 key public health interventions to protect consumer health, specially, demonstration of knowledge; food worker health controls; controlling hands as a vehicle of contamination; time and temperature parameters for controlling pathogens; and the consumer advisory.

All new pushcarts must be in full compliance with all current Health Codes before any permit is issued. In order to pass inspection, the unit must be fully operational, with all water tanks filled but not stocked with food supplies. If electricity is required to power water pumps, heaters or other equipment, the operator must provide a generator. No electrical power or water supply is available for mobile food establishments at the Mobile Food Program office. Inspections of new pushcarts are conducted at the 1001 N Central Avenue, Suite 125, Phoenix, AZ 85004. No appointments are needed. Inspections are conducted daily from 8:00 AM to 11:30 AM and from 1:00 PM to 3:30 PM only. Vehicles arriving after 3:30 PM will not be inspected. Under some circumstances the Department may require that the operator of a pushcart bring the unit to the

office for a routine or re-inspection. Once inspected, approved and permitted pushcart is routinely inspected at operational locations, during vending routes, or at commissaries.

X. RENEWAL OF PUSHCART PERMIT

Owners or operators of pushcarts are required to maintain valid permit from the Maricopa County Environmental Health Services Department. An application to renew your permit to operate will be mailed to you 30 days prior to your permit's expiration date. A delinquent fee of \$30.00 shall be assessed if permit is not renewed before the expiration. It is your responsibility to renew your permit.

The Department may renew your permit for an existing pushcart upon the following:

1. Properly completed application is submitted, reviewed, and approved.
2. Applicable fees are paid.
3. Current agreement with an approved commissary is submitted.
4. Current Vending Route is submitted
5. Authorization to use approved toilet facility is submitted.
6. Inspection for renewal shows that the pushcart is in full compliance with current Maricopa County Health Codes.
7. Certified Food Service Manager card and Food Service Worker card are submitted.

XI. BUSINESS RESPONSIBILITY

THE OWNER OF MOBILE FOOD ESTABLISHMENT ASSUME ALL RESPONSIBILITY FOR THE BUSINESS TO BE CONDUCTED AND THE ESTABLISHMENT WILL BE OPERATED IN FULL COMPLIANCE WITH ALL APPLICABLE ENVIRONMENTAL REGULATIONS DULY ADOPTED AND ALL OTHER LOCAL, COUNTY, AND STATE RULES, ORDINANCES AND REGULATIONS PERTAINING THERETO. IN ADDITION, OWNER IS RESPONSIBLE FOR KNOWING THE CONTENTS OF THE APPLICABLE REGULATIONS AS THEY PERTAIN TO SAID BUSINESS.